

## **Recovery Act: Edward Byrne Memorial Competitive Grant Program**

### **Frequently Asked Questions (FAQs)**

#### **1. What is the best way to address questions regarding the Recovery Act Byrne Competitive solicitation?**

Because of high number of calls expected with Recovery Act solicitations, e-mailing the Points of Contact listed below is the preferred method.

##### **Category I: Comprehensive Community-Based Data-Driven Approaches to Preventing and Reducing Violent Crime**

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##### **Category II: Providing for Funding of Neighborhood Probation and Parole Officers**

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##### **Category III: Reducing Mortgage Fraud and Crime Related to Vacant Properties**

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##### **Category IV: Hiring of Civilian Staff in Law Enforcement Agencies**

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##### **Category V: Enhancing Forensic and Crime Scene Investigations.**

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##### **Category VI: Improving Resources and Services for Victims of Crime**

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##### **Category VII: Supporting Problem-Solving Courts**

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##### **Category VIII: National Training and Technical Assistance Partnerships**

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**2. What is the deadline for submitting the application?**

All applications are due by 8:00 p.m. Eastern Time on April 27, 2009.

**3. What is the project period for the program?**

The project period should be no longer than 24 months with a projected start date on or after July 31, 2009.

**4. Who is eligible to apply?**

Applications are solicited from national, regional, state, local and tribal public and private entities, including for-profit (commercial) and nonprofit organizations, faith-based and community organizations, institutions of higher education, tribal jurisdictions, and units of local government to improve the functioning of the criminal justice system. For-profit organizations must agree to waive any profit or fees for services.

**5. Can I submit more than one application under the program?**

Yes. Applicants may submit different projects under different categories. Should an application span multiple categories or encompass elements from different categories, applicants must identify and submit their application under the one category which best describes the project. Applicants should not submit duplicate applications to multiple categories. **Applicants must clearly indicate in the abstract and on the first page of the program narrative which category they are applying under.**

**6. Will BJA offer any technical assistance to grant recipients under this program?**

Yes. BJA under the Training and Technical Assistance category of this funding opportunity is soliciting applications for technical assistance providers who will provide training and technical assistance to grant recipients via workshop(s), and other means.

**7. May the applicant selectively designate which of the performance measures listed apply to its project, or is the applicant expected to address all performance measures?**

Applicants are expected to address the performance measures that are applicable to the category of funding for which they are applying. This is clearly denoted in the solicitation. They must describe their ability, through a formal process, to collect information related to the performance measures listed in the solicitation.

**8. Is there a budget format or sample that is available?**

Applicants must provide a budget that is allowable and reasonable (Selection Criteria 4). Allowable costs include, but are not limited to, personnel, overtime, equipment, and fuel. Applicants must submit a budget detail worksheet and budget narrative. A budget detail worksheet form is available on OJP's web site at [www.ojp.usdoj.gov/funding/forms/budget\\_detail.pdf](http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf). When using this form, you must also include a budget narrative, in MS Word or PDF format, as a separate attachment. Both the budget detail worksheet and narrative explanation of costs can be provided in a single document using this acceptable MS Word Budget template, available at

[www.ojp.usdoj.gov/BJA/funding/Budget\\_Worskheet\\_Narrative\\_Template.doc](http://www.ojp.usdoj.gov/BJA/funding/Budget_Worskheet_Narrative_Template.doc). Applicants may submit the budget and budget narrative in a different format (i.e., Excel spreadsheet), but it must contain all categories listed within the budget detail worksheet.

**9. Does the 8-page limit include Attachments 1, 2, and 3 or only Attachment 2?**

The 8-page limit pertains only to the Program Narrative, Attachment 2. This includes the following sections, Statement of the Problem, Program Design and Implementation, Capabilities/Competencies, and Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures. See page 15 of the solicitation for further details.

**10. Is an indirect cost rate needed for these grant applications?**

The general indirect cost rate rules apply. An indirect cost rate is not required, but is permitted.

**11. How should applicants address the solicitation language requirement to "include in budget travel costs for up to two people to attend two meetings at an OJP-sponsored event or training"?**

For planning OCFO trainings, please see locations nearest you at: <https://www.circlesolutions.com/ocfo-rfmts>. These training may include the BJA regional trainings or the OCFO trainings.

**12. What is the total amount of grant funding available per category?**

No specific funding amounts are assigned per category. Depending on the number of successful applications received in each category, grant funds will be distributed as appropriate.

**13. Is there a minimum/maximum funding amount that I can apply for?**

Categories I-VII have no minimum/maximum funding amounts in the Byrne Competitive Program. In order to be competitive, applicants should support the amount of federal funds requested by tying the requested amount directly to the scope of the unmet need, the planned project activities, and the agency's capacity to perform.

Category VIII: Training and Technical Assistance Partnerships in support of state administrative agencies, does have a maximum funding amount of \$1 million. Other training and technical assistance projects under Category VIII have no minimum/maximum funding amounts.

**14. Is a match required?**

A match is not required under this program.

**15. May I submit an application for a project that is unrelated to any of the priorities listed in the solicitation?**

Applications submitted for projects that are unrelated to any of the priorities listed in the solicitation will not be considered.

**16. Are territories eligible to apply?**

Yes, territories are eligible to apply.

**17. Is funding available for tribal organizations?**

Yes. For details on eligible agencies, please see FAQ #1, above. Although there is not a specific "tribal" category in the solicitation, tribal organizations are encouraged to apply under any of the eight categories.

**18. Can funds in each of the categories be used to hire part-time positions?**

Yes.

**Category-Related FAQs**

**Category I: Comprehensive Community-Based Data Driven Approaches to Preventing and Reducing Violent Crime**

**1. What constitutes the replication or expansion of the Project Safe Neighborhood (PSN) model?**

The overarching model that the PSN Strategy falls under is the Strategic Problem Solving Model; PSN is one of several specific strategies (listed below) that can be used as a model for replication. The strategic problem-solving model is based on systematic analysis of the local crime problem. Specifically, crime analysis is used to identify the geographic patterns of crime across a district, community, or neighborhood. The analysis may also uncover patterns such as linkages to drug sales and distribution, gangs, chronic offenders, concentrations of economic dislocation such as home foreclosures, domestic violence, illegal gun sales, and related patterns of people, place, and context. On the basis of this analysis, specific strategies (e.g. PSN; Strategic Approaches to Community Safety Initiative (SACSI); the Comprehensive Anti-Gang Initiative (CAGI); and the Drug Marker Intervention Initiative (DMI); can be developed, implemented and replicated to address these patterns. This information can be shared with task forces to allow for revision or allocation of resources to address crime needs. Applicants are strongly encouraged to contact staff at their U.S. Attorney's Office for information and requirements about replicating the program.

**2. To be eligible under Category I, must you be an existing approved Weed and Seed Program?**

Yes, you must be an approved Weed and Seed Program.

**3. What constitutes the replication or expansion of the Chicago Ceasefire model?**

Chicago CeaseFire is based on a public health model designed to interrupt the cycle of gun violence. The model relies on highly trained street level outreach workers, faith and community leaders to intervene in conflicts and promote alternatives to violence. A key element of the program is the focus on high-risk activities of a select number of specific community members who are likely to be shot or seeking to shoot others. What makes this

model successful is the high level of training and broad community outreach that focuses on: street level intervention; strong public education; community mobilization; faith leaders' involvement and participation of local law enforcement. Applicants are strongly encouraged to contact staff at the CeaseFire program for information and requirements about replicating the program.

For additional program specifics go to [www.ceasefirechicago.org](http://www.ceasefirechicago.org).

## **Category II: Providing for Funding of Neighborhood Probation and Parole Officers**

- 1. Can grant funds be used to provide transitional services such as substance abuse treatment, mental health or family counseling?**

Yes

- 2. Can staff such as caseworkers or counselors be hired to provide these services?**

Yes

- 3. Can transitional services be provided through a contractual arrangement paid for with grant funds?**

Yes

- 4. Can grant funds be used to purchase equipment such as GPS monitors or portable breathalyzers?**

Yes

## **Category III: Reducing Mortgage Fraud and Crime Related to Vacant Properties**

- 1. The solicitation lists three vulnerabilities that can give rise to mortgage fraud. Must applications address these vulnerabilities?**

No. These vulnerabilities are provided to illustrate the breadth and complexity of frauds related to mortgage processing. Each applicant must identify the vulnerabilities that give rise to mortgage fraud in their jurisdiction and provide a strategy to address the vulnerabilities.

- 2. May an application address foreclosure prevention and mortgage rescue scams?**

Yes.

- 3. May the cost of demolition or renovation of vacant properties be covered by the grant?**

No.

**4. What are the top 15 states ranked for mortgage fraud based on the MARI 2008 annual Fraud Index data?**

For information on the MARI Fraud Index, see the Mortgage Asset Research Institute web site, [www.marisolutions.com](http://www.marisolutions.com).

**5. What does the solicitation mean by “Close coordination with federal agencies, including local Federal Bureau of Investigation and U.S. Attorney’s Offices, is required for applicants under this category”?**

Successful grant applicants under this category will need to demonstrate in their application, their ability to coordinate with their [local FBI office](#) and [U.S. Attorney’s Office](#).

**Category IV: Hiring of Civilian Staff in Law Enforcement Agencies**

**1. What is considered to be a “civilian”?**

For purposes of this funding **civilian staff** is a non-administrative, non-sworn position in the law enforcement agency.

**2. Can we hire/rehire civilians for administrative positions?**

No. The intent of this funding is to hire or rehire back to the department civilian staff that provide direct support to the law enforcement function of the agency. Civilian crime analysts; training staff; dispatchers; are example categories. Positions not eligible for funding include those that are administrative in nature.

**Category V: Enhancing Forensic and Crime Scene Investigations**

**1. What are the eligibility requirements under this category?**

This language serves as a general listing of the types of applicants that may be eligible for federal funding across the various solicitation categories. However, for the purposes of this specific category (Category V: Enhancing Forensic and Crime Scene Investigation), eligible applicants are state, local, and tribal criminal justice agencies.

**2A. Some state, local and tribal criminal justice agencies or laboratories have partnerships with entities such as for-profit commercial organizations (private forensic vendor laboratories), not-for-profit organizations, or institutions of higher education that may provide various forensic or investigative services. Are these types of organizations eligible to apply?**

No, these organizations are not eligible to apply either directly or via subgrant/subcontract under this category. .

**2B. What if the entities identified in 2A have specific organizational sections whose distinct purpose is to provide forensic services that assist the eligible applicant’s forensic evidence? Are these entities eligible to apply for hiring staff that specifically**

**perform these duties for states/locals, and that overall could be considered assisting with improving the function of the criminal justice system?**

No. Under this category eligible applicants consist exclusively of eligible state, local and tribal criminal justice agencies.

- 3. Category V states that "...Applicant agencies may also consider hiring crime laboratory evidence coordinators to manage the flow of evidentiary information among laboratories, law enforcement, and prosecutors." As a result, are prosecutorial agencies eligible to apply?**

Yes. For the purposes of this solicitation, BJA considers prosecutor's offices to be an eligible part of state, local, or tribal criminal justice agencies.

- 4. Category V states that "...Applicant agencies may also consider hiring crime laboratory evidence coordinators to manage the flow of evidentiary information among laboratories, law enforcement, and prosecutors." As a result, are medical examiners officers eligible to apply?**

Yes. For the purposes of this solicitation, BJA considers medical examiners officers to be an eligible part of state, local, or tribal criminal justice agencies.

- 5. A focus of the Recovery Act is job creation and retention for economic recovery. Under this category are applicants allowed to hire only new staff? Or may applicants request funding to maintain existing staff positions?**

Eligible applicants can apply for funds attributed to new staff positions, or those attributed to maintaining existing staff.

- 6. Is training an allowable expense under this category?**

If an applicant is applying to hire or retain a position(s), essential or mandatory training associated with that requested position is an allowable expense. Funding may not be used to provide general law enforcement training or in-service training for staff.

- 7. If a forensic DNA laboratory applies for staff positions must the laboratory meet the DNA Quality Assurance Standards established by the Director of the Federal Bureau of Investigation and be accredited in order to receive funding?**

Yes. The forensic DNA laboratory must be accredited and in compliance with the DNA Quality Assurance Standards established by the Director of the Federal Bureau of Investigation.

- 8. If a general forensics government laboratory applies for a staff position, must the laboratory be accredited in order to receive funding?**

Yes. General forensic laboratories should be a government-owned laboratory and accredited with respect to the scope of services for which they are applying. The government laboratory must be accredited by American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB) or Forensic Quality Services (FQS) with respect to the scope of services for which they are applying.

**9. Category V lists violent crime and child exploitation cases. Are these the only types of cases that can be utilized?**

While these types of cases are deemed important and significant, applicants are not limited solely to violent crime and child exploitation cases. For example, research has linked “property crime” offenders with high recidivism rates and these individuals (burglars) could also be involved with non-property related crimes such as violent crimes.

**10. Is the term “forensics” defined to mean only DNA-related forensic science?**

No, DNA is one of many forensic sciences. This category of the solicitation does not limit applications only to DNA-related forensic science.

**Category VI: Improving Resources and Services for Victims of Crime**

**1. Where can we find examples of direct services for victims intended for this funding category?**

There are guides that have been developed that should inform the project design and activities for Category 6, such as:

National Institute of Justice (NIJ), *Serving Victims and Witnesses of Crime 2nd Edition Report* (1997) at: [www.ncjrs.gov/pdffiles/163174.pdf](http://www.ncjrs.gov/pdffiles/163174.pdf)

Office for Victims of Crime, *First Response to Victims of Crime* (2008) at: [www.ovc.gov/publications/infores/pdffiles/FirstResponseGuidebook.pdf](http://www.ovc.gov/publications/infores/pdffiles/FirstResponseGuidebook.pdf)

Office for Victims of Crime, *Victims Services: Promising Practices in Indian Country* (2004) at: [www.ovc.gov/publications/infores/victimsvsindian\\_country2004/welcome.html](http://www.ovc.gov/publications/infores/victimsvsindian_country2004/welcome.html)

DeHart, D.D. *National Victim Assistance Standards Consortium: Standards for Victim Assistance Programs and Providers*. Columbia, SC: Center for Child and Family Studies, University of South Carolina, (2003), ([www.sc.edu/ccfs/training/victimstandards.pdf](http://www.sc.edu/ccfs/training/victimstandards.pdf))

Eleanor Lyon, Shannon Lane, and Anne Menard for the National Institute of Justice, *Meeting Survivors' Needs: A Multi-State Study of Domestic Violence Shelter Experiences*, (February 18, 2009). <http://new.vawnet.org/category/Documents.php?docid=1756>

**Category VII: Supporting Problem Solving Courts**

**1. In establishing a problem-solving court in my community, who should I contact for assistance?**

BJA partners with the Center for Court Innovation in providing training and technical assistance for its problem-solving justice initiative. Information on BJA’s problem-solving principles is available on the Center’s website at [courtinnovation.org](http://courtinnovation.org).



**2. In establishing a community prosecution program in my community, who should I contact for assistance?**

BJA supports the National Center for Community Prosecution and information on the BJA's community prosecution is available at [www.ndaa.org](http://www.ndaa.org). Use the "go to program" drop-down option to select NCCP Community Prosecution. Download BJA's community prosecution key principles at [www.ndaa.org/apri/programs/community\\_pros/final\\_key\\_principles\\_updated\\_jan\\_2009.pdf](http://www.ndaa.org/apri/programs/community_pros/final_key_principles_updated_jan_2009.pdf).

**Category VIII: National Training and Technical Assistance Center**

**1. How many awards will be made under Category VIII: National Training and Technical Assistance Partnerships?**

One competitive award will be made to a national organization to work collaboratively with the SAAs to support their local justice planning processes that influence the manner in which JAG funds are utilized.

The remaining number of awards will be made to national partner organizations to provide training and technical assistance support services. The number of national partner organizations will depend on the amount of available funding.

**2. What constitutes a national organization or national partner organization?**

A national organization or national partner organization provides (or has the capability to provide) services to any and all U.S. states and territories. The organization must be able to provide training and/or technical assistance services by phone, email, mail, and/or on-site.

**3. How does my organization identify the State Administering Agencies (SAAs)?**

Each state has a State Administering Agency that is responsible for setting priorities and allocating awarded state funds within its state. A list of all SAAs can be found at [www.ojp.usdoj.gov/saa/index.htm](http://www.ojp.usdoj.gov/saa/index.htm).

**4. The solicitation references national organizations to collaborate with state administering agencies on their utilization of JAG funds. What are "JAG funds"?**

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program is the primary provider of federal criminal justice funding to state and local jurisdictions. JAG funds support all components of the criminal justice system, from multijurisdictional drug and gang task forces to crime prevention and domestic violence programs, courts, corrections, treatment, and justice information sharing initiatives. JAG funded projects may address crime through the provision of services directly to individuals and/or communities and by improving the effectiveness and efficiency of criminal justice systems, processes, and procedures. For more information related to the JAG program, please visit the web site at: [www.ojp.usdoj.gov/BJA/recoveryJAG/recoveryjag.html](http://www.ojp.usdoj.gov/BJA/recoveryJAG/recoveryjag.html)

**5. What is meant by a community-based data-driven approach?**

A data-driven approach is a strategy that is informed by analyses of the factors believed to be generating the particular crime problem in a community, and that link the crime problem to evidence-based practice.

**6. What is meant by evidence-based practice?**

An evidence based practice is a practice that has been shown, through rigorous evaluation and replication, to be effective at accomplishing goals and achieving criminal justice-related priorities (e.g., preventing or reducing crime, disrupting criminal activity, reducing victimization, etc). Where sufficient evidence is not available for a practice to be recognized as "evidenced-based", the applicant should use the research literature and a clear, well-articulated theory or conceptual framework to develop their program or practice.

**7. What is the length and the amount of awards?**

The project period for awards under this program is up to 24 months. The project start date should be on or after July 31, 2009. There is no designated minimum or maximum funding amount for competitive awards under this program.